

**Dodge County, State of Wisconsin  
Information Technology  
Wednesday, July 22, 2015**

Minutes of the Wednesday, July 22, 2015 Information Technology meeting held in the Dodge County Administration Building, in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 6:15 PM.

Members Present: Maly, Houchin, J. Bobholz, M. Bobholz

Members Excused: Duchac

Also Present: Ruth M. Otto, Director of Information Technology; Kevin Nakielski,  
Database Administrator

Meeting called to order at 6:15 PM by Supervisor Maly.

Supervisor Maly acknowledges that sufficient members of the Information Technology Committee are present and therefore there is quorum at start of meeting.

Supervisor Maly confirms compliance with open meetings law following brief posting report by IT Director.

Motion by Houchin, seconded by M. Bobholz, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Committee Member reports.

Motion by Houchin, seconded by M. Bobholz to approve minutes from Wednesday, June 17, 2015 of the Information Technology Committee meeting. Motion carried.

Discussed the request to travel out of state for two technology conferences. One is for TechMentor in Redmond, Washington by Josh Kohlhoff and Dawn Lokken. The second is to the Kronos Conference in Las Vegas, Nevada. The County has been asked to speak at the Conference as a Public Sector client and had offered to pay for the entire conference but Corporate Counsel recommended not to accept. Attendees are Ruth M. Otto, Kevin Nakielski and Erin Roberts. Motion by Houchin, seconded by J. Bobholz approve and move to the Executive Committee as presented. Motion carried.

All of the departments submitted their technology requests for 2016's budget and it was presented to the Committee for approval. Question was raised on the need for the media storage of the Sheriff and it was discussed how they store a large amount of data, especially cell phone data from car crashes. Janice suggested considering Evidence.com as an online option,

especially when body cameras are more prevalent in the Sheriff's Office. Motion by J. Bobholz, seconded by Houchin to approve departments' requests for 2016. Motion carried.

Three website changes were presented to the Committee for the Dodge County website. One was presenting the photos on the top of the home page with three rigid white bars, one presented with ragged bars on the outside and the third option was three cut pictures with ragged bars around each. The third options was chosen. The discussion continued on how to get photos for the website. The committee agreed to present an option to the entire county to share photos to post on the website. We will post this on our Facebook site to help make awareness to the County residents so they may present their photos to be used on the homepage of the website.

Under the IT Director's report the following were summarized and reviewed:

- New World – Kevin Nakielski went over the progress of New World. He explained we expect the next service pack at the end of July. He shared how the data specialist from New World spent two days looking at our data conversion and determined it was a mess and he submitted report reflecting such (the committee received a copy of that report). He also shared they are working on the NCIC forms issues. Kevin felt confident that things were going down the right path but the true indication of where things are is the service pack.
- Kronos project – the Kronos project as of July 2015 was presented with a budget adjustment of \$67,771.31. This overage was due to additional licenses required and additional consulting hours. Ruth than explained what was happening with Telestaff, the tool used by Sheriff's Office staff. There are a couple of issues that are holding it up from completion – 30 day report, 171 hour report and accurate accruals. This is being worked on. Activities is moving forward with Facilities. The push is now to move to support with HR/Payroll, Timekeeper, Leave and Advanced Scheduler. We pay for platinum support so it is in our best interest to start using it. Finally, a brief review of the modules that are still not implemented - Talent Acquisition (online job applications) and Performance and Compensation Manager (performance evaluations) – are still planned for later in 2015.
- RFP updates – the Sheriff's RFP is in the final stages of evaluation. The Human Services and Health RFP came to the decision to purchase NetSmart' MyEvolv product. A resolution to move forward to purchase this product was presented to the committee for approval. While this is an unbudgeted project, the importance to have a product in that is certified by the Federal Government is essential or the County faces losing funding and facing large penalties and fines. Houchin motioned to approve the purchase of the software, J. Bobholz seconded. Motion approved 3 to 1. M. Bobholz did not approve.
- LIMS project – Completing the interfaces with TriMin and FileDirector. Completing mapping for the updated Land Records Mapping Tool.
- Jail/Justice Facility Secured Electronics project – A 90% document was presented to the team. We are now going over that document and determining how much can be handled in a budget year and ensure there is nothing that can be removed for the time.
- The need for an Electronics Technician – it was discussed in a previous meeting the need to add the talent and experience of an Electronics Technician to the IT Department. The timing for this talent is 2016 so this individual can be fully involved in the

implementation of the new secured electronics at the jail and courthouse. A resolution was presented before the committee for approval to present to the County Board of Supervisors to budget in 2016 an Electronics Technician. Motion was made by Houchin, seconded by M. Bobholz to approve the position. Motion carried.

- Moving VMs off old SAN and onto new SAN – a part of the network updating is moving our existing servers from an old piece of hardware to a new one. There are over 37 servers to move and it must be complete no later than September 30.
- Completion of encryption of Sheriff's Office side of the network – it is a DOJ requirement to have our fiber points encrypted. This requirement is finally completed.

Consideration for Action:

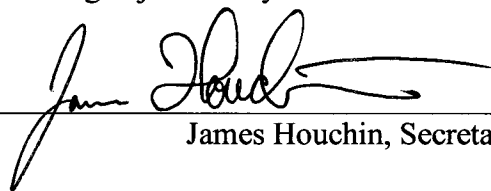
A motion was made by Houchin to approve all listed below with one single vote. Motion seconded by M. Bobholz. Motion carried.

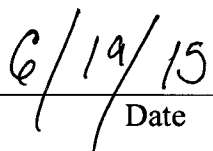
- Recommended to approve payment for the lease for County Fiber on telephone poles in the amount of \$387.04. This is a 2015 budget item #27 (BU 1811.5227) for \$400.
- Recommended to approve purchase of replacement UPS units in the amount of \$8,687.90. This is a 2015 budget item #53 (BU #1811.5818) for \$13,022.
- Recommended to approve purchase of 40 All-in-One computer replacements in the amount of \$31,294. This is not a 2015 budget item but will use remaining funds from item #57 of \$33,686.65 (BU #1811.5818).
- Recommended to approve payment of maintenance agreement for Acom Solutions EZprint utility in the amount of \$3,292. This is a 2015 budget item #72 (BU 1814.5249) for \$3,292.
- Recommended to approve payment of maintenance agreement for Vista Point in the amount of \$2,000. This is a 2015 budget item #93 (BU 1821.5249) for \$2,000.

A motion was made by Houchin, seconded by J. Bobholz to approve all items above. Motion carried.

Suggested next committee meeting date: Wednesday, August 19th at 5:45 PM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Chair Donna Maly at 8:30 PM.

  
James Houchin, Secretary

  
Date